

**WEST MEMPHIS SCHOOL DISTRICT
2019-2020**

BRAGG ELEMENTARY

600 N. Redding
Main Office: 735-4196
Cassie Adams, Principal
Audrea Baker, Asst. Principal
Shavon Lowe, Counselor
Lola Troxler, Secretary
Guidance Office: 732-8540
Cafeteria: 732-8513
Nurse: Suzy McAuley: 732-8567

FAULK ELEMENTARY

908 Vanderbilt
Main Office: 735-5252
Kirk Freeman, Principal
Greg Brinkley, Asst Principal
Suzanne Williams, Counselor
Lisa Garrett, Secretary
Kendra Aldridge, Secretary
Guidance Office: 732-8561
Cafeteria: 732-8515
Nurse: Connie Woods 732-8520

JACKSON-WONDER ELEMENTARY

801 South 16th Street
Main Office: 735-4219
Leeman Brown, Principal
Annette Frazier, Principal
Annie Ester, Counselor
Guidance Office: 732-8574 or 732-8581
Rita Nelson and Lorraine Robinson, Secretaries
Cafeteria: 732-8582
Nurse: Meredith Perry 732-8581
Hippy Office: 732-8572

MADDUX ELEMENTARY

2100 East Barton
Main Office: 735-4242
Kalisha Pitts, Principal
William Fortson, Asst. Principal
Linda Fields, Counselor
Guidance Office: 732-8601
Helen Pope, Secretary
Cafeteria: 732-8602
Nurse: Stacy Lancaster 732-8604

RICHLAND ELEMENTARY

1011 West Barton
Main Office: 735-6443
Kristi Rice, Principal
Norrita Langston, Asst. Principal
Kay Spurlock, Counselor
Guidance Office: 732-8550
Ashley Shirley, Secretary
Cafeteria: 732-8514
Nurse: Kristin Allison 735-6916

WEAVER ELEMENTARY

1280 East Barton
Main Office: 735-7670
Tracy Valentine, Principal
Kelly Moore, Counselor
Guidance Office: 732-8611
Kim Parker, Secretary
Nurse: Stacy Lancaster 732-8604
Cafeteria: 732-8516

****All school campuses are smoke
and tobacco free environments. This
includes e-cigarettes.****

***The West Memphis School District is an equal opportunity educational and employment institution.
The law protects the rights of an equal employment opportunity regardless of race, religious creed,
national origin, ancestry, physical handicap, sex or age.***

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**WEST MEMPHIS SCHOOL DISTRICT
SCHOOL CALENDAR
2019-2020**

August 5 & 6	Certified Staff (OPT-OUT)
August 7, 8, 9, & 12	Staff Development
August 13	First Day of School
September 2	Labor Day Holiday
September 10*	Parent/Teacher Conference
October 11	End First Quarter (43 Days)
October 31 & November 1	Staff Development (OPT-OUT)
November 25, 26, 27, 28, & 29	Thanksgiving Holiday
December 20	End Second Quarter (43 Days)
	End First Semester
December 23-January 3	Christmas Holiday
January 6	Classes Resume
	Staff Development/Double Day
January 20	Martin Luther King Holiday
February 17	President’s Day Holiday
March 6	End Third Quarter (43 Days)
March 12*	Parent/Teacher Conference
March 23-27**	Spring Break
April 10	Good Friday Holiday
May 22-Last Day for Students	End Fourth Quarter (49 Days)
	End Second Semester
	Extended Day-Staff Development
May 25	Memorial Day Holiday
Total Teaching Days	178
Total Staff Development Days	10
Total Parent/Teacher Conference Days	2

This calendar is subject to any changes made by the ADE not foreseen at this date: 1/18/2019.

*September 10 and March 12 will count as both a full day of school and a parent/teacher conference day. First day of school for student attendance-on or after the Monday of the week in which August 19th falls. Not earlier than August 14th and not later than August 26th, unless waiver is approved by ADE- (AR Code § 610-106)

Spring Break-Must begin on Monday of the 38th week of the school year beginning July 1st. (AR Code § 610-106d)

Days missed may be added at the end of the school year after President’s Day and Good Friday are used. Early release days outside of inclement weather would be in violation of law requiring a six (6) hour instructional day and one hundred seventy-eight (178) student contact days.If school is closed for inclement weather President’s Day and/or Good Friday will automatically be used as a make-up day.

A quarter may not exceed 50 days nor be less than 40 days in length. (Directive 93-7 ADE)

PURPOSE AND DIRECTION

MOTTO:

Learning for Life!

MISSION:

The West Memphis School District is committed to educating all students to the highest standards of excellence by providing a rigorous and varied curriculum in a safe and respectful environment that will empower them to become productive citizens of a culturally diverse society.

BELIEFS:

- We believe in a strong, collaborative partnership among parents, school, and community.
- We believe all students need to acquire knowledge and skills needed for success in the real world.
- We believe each student, regardless of race, ethnicity, disabilities, gender, or socioeconomic background has equal opportunities in all facets of the educational setting.
- We believe the curriculum should be data-driven, rigorous, and diversified in ways to challenge and engage each student to reach his or her full potential.
- We believe in supporting our faculty and staff's ongoing, comprehensive professional development in their respective fields.
- We believe in utilizing advanced technology to enrich and inspire learning and teaching for all students and staff.
- We believe all students, staff, and community will be treated with dignity, tolerance, and respect to promote a safe and orderly environment for learning.
- We believe parents and guardians should be actively involved in the education of their children through programs provided by the district.

GOALS:

- To provide a safe and respectful environment in well-maintained facilities
- To ensure that students annually meet or exceed expected individual growth as they move along their college and career pathways to graduation.
- To actively engage all students in a challenging curriculum
- To access all available resources for continuous improvement

**PARENT-STUDENT
STATEMENT OF RESPONSIBILITY/RECEIVING OF HANDBOOK**

We have received a copy of the West Memphis Elementary School Parent Information Handbook on the rules for student conduct. Although we may not agree with all of them, we understand that the student must adhere to them while he/she is at school or in attendance at school sponsored activities. Included in the handbook is a summary of the Parent Involvement Plan. Students, parents or guardians are expected to review the handbook in order to ensure they are familiar with the school rules and policies that must be followed throughout the school year. In the event that we are not entirely certain of some aspect of the school policy, we will contact the principal for clarification within one week after the receipt of that policy.

State Law (80-1629.6-80-1629.8) requires documentation of student and parent receipt of student discipline policies. This document will be included in student records when students transfer within the West Memphis School District.

Please take time to read the district policy on retention. Do not hesitate to discuss this policy with your principal for any clarification. Reading and understanding this policy at the beginning of the year may help to encourage better communication for the success of your child throughout the school year.

STUDENT ENROLLMENT

ACT 574 of 1995 requires parents, guardians, or other responsible persons registering a child for school to indicate on school registration forms whether the child has been expelled from school in any other school district or is a party to an expulsion proceeding.

If there are any changes in student's phone number, emergency number, or address during the school year, the parent or legal guardian should notify the school office as soon as possible. Please note that the numbers that you have given to the school will be the ones used if you need to be contacted in the event of an emergency or school closings.

NOTE TO PARENTS AND VISITORS

Parents and visitors are welcome on the school campus but are required to follow school policies and procedures. We would ask that all parents and visitors respect teachers, staff, and students by using appropriate language, conduct themselves with a pleasant attitude, and dress in a manner that is acceptable for a public facility that serves children. **Any parent or visitor who does not cooperate with these recommendations will be asked to leave and may be barred from the campus by the building principal. ALL CAMPUSES ARE SMOKE FREE-ABSOLUTELY NO SMOKING (cigarettes or electronic smoking devices) ON SCHOOL GROUNDS.**

SCHOOL VISITS

Parents and patrons of the school district are encouraged to visit the schools by appointment and see them in operation, provided these visits or visitors do not disturb the educational program. School visits will not be scheduled during the administration of tests. Visitors are required to obtain a visitor's pass from the Principal's office when entering the school building.

VOLUNTEERS

Parents/Guardians are encouraged to volunteer in their child's school. Any parent or guardian who is interested should make arrangements through the building Principal. The volunteer assignments will include activities that are not disruptive to the educational environment.

PROHIBITED VISITORS

Sex Offenders on Campus (Megan's Law)

The West Memphis School District shall work with area law enforcement in a manner consistent with applicable state law and Division of Elementary and Secondary Education Rules to communicate the presence of a sexual offender. When necessary, law enforcement may contact building principals to provide information concerning registered sex offenders. The decision regarding the school principals to be notified rests solely with law enforcement officials; law enforcement officials use a rating system to determine who needs to be notified, which is according to the sex offender's dangerousness to the community.

In turn, building principals should notify any employee who is regularly in a position to observe unauthorized persons on or near the school's property in the ordinary course of their employment. Employees notified could include any of the following: aides, bus drivers, coaches, maintenance staff, professional support staff, school level administrative staff, security personnel, teachers' assistants, and teachers.

It is important that school personnel who receive sex offender notifications understand that they are receiving the sex offender notifications in their official capacity and are **not** to disseminate information about an offender to anyone outside the school. If school personnel are asked about notification information by an organization using school facilities, the organization should be referred to the area law enforcement agency that issued the notice.

Persons **not** to be notified, except at the specific discretion of area law enforcement officials, include: members of parent-teacher organizations, other schools, organizations using school facilities, students, parents or guardians of students, and the press. District personnel may inform the press about procedures that have been put in place and other general topics, but may not reveal the name or any other specifics regarding an offender.

A parent or guardian who is a Level 1 or Level 2 sex offender shall be allowed to enter the school campus to attend parent-teacher conferences or any other activity that is appropriate for a parent, guardian, or community member.

Level 3 and Level 4 sex offenders may only enter the school campus in the following instances:

1. The offender is a student attending school in the district;
2. To attend a graduation;
3. It is a non-student contact day according to the school calendar or no school-sponsored event is taking place on campus;
4. The offender is a parent or guardian of a student enrolled in the district and goes directly to the school office to have school personnel deliver medicine, food, or personal items for the student;
5. The offender is a parent or guardian of a student and enters the school campus where the student is enrolled to attend a scheduled parent-teacher conference **and** the offender is escorted to and from the conference by a designated school official or employee.

A Level 3, but not a Level 4, sex offender may attend a school sponsored event for which an admission fee is charged or tickets are sold or distributed if the sex offender:

*Is the parent, guardian, great-grandparent, or is related by blood or marriage within the second (2nd) degree of consanguinity to a student enrolled in the public school; and ^{1 2}

*Notifies the administration of the school in writing at least twenty-four (24) hours before the start of the event that he or she will be attending the event.

A Level 3 and Level 4 sex offender who is the parent or guardian of a child enrolled in the district and who wishes to enter the school in which the student is enrolled for any other purpose than those listed above, must give reasonable notice to the school principal or his/her designee. The principal or designee may allow the sex offender to enter upon the campus provided there is a designated school official or employee to escort and supervise the sex offender while they remain on campus. The sex offender shall not enter upon the school campus until such time as a designated school official or employee is available.

Copies of the notification from law enforcement should be kept in a secure place accessible to teachers and staff, but should not be posted on school bulletin boards or made available to students or members of the community at large.

¹ The method to determine the degree of consanguinity may be found in A.C.A. 28-9-212 and a consanguinity diagram has been posted at <http://arsba.org/policy-resources>. ² Our interpretation is that for a Level 3 sex offender to be admitted to a ticketed event that the Level 3 sex offender must be related to a student enrolled in the public school where the event is being hosted rather than related to a student enrolled in the visiting school.

REQUIREMENTS FOR KINDERGARTEN ENROLLMENT

Parents must present a medically authenticated immunization record, certified birth certificate, EPSDT health examination, social security card (not required-nor will the number be made available to the public) and proof of address at the time of registration. If you do not have an official birth certificate, any of the following will be accepted as proof of age.

- Statement of local registrar or county recorder certifying the child's date of birth
- Attested baptismal certificate
- Passport
- Affidavit of the date and place of birth by the child's parent or guardian
- Previous school records
- United States military identification

REQUIREMENTS FOR ENROLLMENT IN GRADES 1-6

Parents must present proof of address, proof of student's grade level, and student's social security card.

ENTRANCE AGE REQUIREMENT

A student may enter kindergarten in the public schools of Arkansas if the student will attain the age of five (5) years on or before August 1 of the year the student is seeking initial enrollment.

COMPULSORY ATTENDANCE

The Board of Education shall enroll in school all students in this school district between the ages of 5 and 17 inclusive (compulsory attendance) per date set by the legislature for that year, except those children exempt by law. An accurate record of attendance for each pupil shall be maintained by the classroom or homeroom teacher or other designated person. This record shall be kept in the official register, or through other officially approved documentation provided or approved by the Department of Education. *Students between the ages of 5 and 21 are eligible to attend a public school. The minimum age for enrollment in kindergarten: a student must be 5 on or before August 1 of the year the student is seeking initial enrollment.* Any parent, guardian or other person residing in the school district and having custody or charge of any child may elect for the child not to attend kindergarten if the child will not be age six (6) on or before August 1 of that particular school year. If such an election is made, the parent, guardian, or other person having custody or charge of the child must file a signed kindergarten waiver form with the school district administration office.

IMMUNIZATIONS AS REQUIRED BY ARKANSAS LAW

The requirements for entry into school, irrespective of grade, are at least four doses of Diphtheria/Tetanus/Pertussis (DTP/DT/Td/DTap) with one dose on or after the 4th birthday; at least 3 doses of polio vaccine with one dose on or after the 4th birthday; two doses of Measles/Mumps/Rubella (MMR); three doses of Hepatitis B and 2 doses of Varicella (Chickenpox) vaccine. Hepatitis A: One dose for students entering Kindergarten and First Grade. All students who are 11 years old (as of September 1st) must have 1 dose of TDAP. All students entering the 7th grade must have 1 dose of Meningococcal and 1 dose of TDAP with a second dose at 16 years of age; however, if the first dose of Meningococcal is administered at age 16 years of age; a second dose is not required. The above immunizations are required for transfer students. **If a parent or guardian does not want his or her child to receive a required shot, the parent or guardian must get an exemption letter before the beginning of each school year.** Exemption forms may be requested from the Immunization Section of the Arkansas Department of Health by calling 501-661-2169 or via email at immunization.section@arkansas.gov. Failure to meet this requirement will prevent student from attending school.

SCHOOL ATTENDANCE (KINDERGARTEN-GRADE 8)

A student with unexcused absences from school more than twenty (20) days in a school year will not earn any credits for that year and will receive an F (grades 1-8) or U (Kindergarten) on their permanent record.

When a student misses five (5) and ten (10) days of unexcused absences from school, the parent or guardian will be contacted by phone by the end of the school day in which the absence occurred, or by mail no later than the following day. All letters will be sent to the address listed on the student's enrollment card. This will ensure that all persons involved are aware of the district's attendance policy and of the actual number of days the student has missed to date. Before a student accumulates the maximum number of absences allowed, the student or the student's parent, guardian, or person in loco parentis may petition the school administration or school district administration for special arrangements to address the student's absences. If special arrangements are granted by the school administration or the school district administration, the arrangements will be formalized into a written agreement to include the conditions of the agreement and the consequences for failing to fulfill the requirements of the agreement. The agreement will be signed by the designee of the school administration or the school district administration, the student's parent, guardian, or person in loco parentis and the student.

Exceptions to the absentee limit will be extended when the absenteeism is covered by one of the following:

1. Covered by a physician's statement, which must be turned in to the office within three (3) days after the student's return to school.
2. Due to an official school sponsored activity.
3. Due to court appearance (a written summons must be presented within three (3) days after the student returns to school).
4. Due to medical appointment that must be verified by a physician's statement.
5. Due to serious illness in the immediate family (parents, guardians, children, siblings or grandparent). NOTE: A call must be made to a school official by the end of the school day.
6. Death in the immediate family (parent/guardian/children/sibling/grandparent).
7. Unusual or extreme circumstances are evident, with this determination to be made by the building principal.
8. Students will not be allowed to make up work missed due to out of school suspension.
9. Absences due to military deployment. A student shall be granted additional absences at the discretion of the local educational agency superintendent to visit with his or her parent or legal guardian if the parent or legal guardian is a member of the uniformed services and has been called to active duty to a combat zone or combat support posting or returned from deployment to a combat zone or combat support posting.
10. High school student serving as election page or an election official in the election poll workers program for high school students will be granted an additional day of absence while serving as an election page or election official.
11. Exceptions as necessary to satisfy Individual Educational Programs (IEP) or 504 plans.

Absences not described above will be defined as unexcused student absences.

Students who are habitually absent from school will be referred to the Prosecuting Attorney or other legal services.

TARDINESS

All students should be in their assigned seat when the bell rings at 8:00 to begin the morning activities. Students who arrive at school after 8:00 will be considered tardy and must be sent to the principal's office for an admit slip. The student's academic performance will be negatively affected by excessive tardiness (5 or more days after 8:15) and will be referred to the attendance officer. *Students*

who are habitually tardy may be referred to the prosecuting attorney or juvenile services (Families in Need of Services/FINS).

CHECKING OUT OF SCHOOL

Students are to leave the school grounds immediately after school has been dismissed. If a student is to remain at school for any reason, the parent will be notified.

Permission to leave school before the end of the day must be granted by the principal or designee. The student's parent(s) or legal guardian(s) must sign the student out of school in the office. **Please do not ask to sign your child out of school between 2:00 and 2:50 p.m. unless you have an emergency or a medical appointment.** Whenever possible, dental and medical appointments should be made for non-school days or after the regular school hours. The student's academic performance will be negatively affected by missing class due to early check-outs. Students will be called from class and report to the office when the parent arrives at school to sign their child out. ***Students who habitually check out of school early will receive a grade of 0 for any school work missed. The instructional day is six (6) hours. In order for a student to get a half day attendance credit, he/she must be in class for a minimum of three (3) hours. To receive a full day attendance credit, a student must be in attendance for the full six (6) hours. If a student is at school over three hours but less than six, he/she will be counted absent for ½ a day.***

MAKE-UP WORK

Students who miss school with **excused** absences may make up any class work/tests that they missed. Students will have double the number of days missed to complete the work. Example: If a student is out two days with an excused absence, they will have four school days to have the work completed and turned in to the appropriate teacher. If students miss school for any other reason, they will be required to make up the work for practice but they will not receive credit.

TRANSFER STUDENTS

Any student transferring from a school accredited by the Arkansas Department of Education to the West Memphis School District, shall be placed into the same grade the student would have been in had the student remained at the former school. Any student transferring to the West Memphis School District from a school that is not accredited by the Arkansas Department of Education will be evaluated by the staff of the school to which the student is transferring in order to determine the proper grade placement.

Children of Military Families (Act 939 of 2019)

Children of military families who are enrolled in a public school shall have equitable access to academic courses and programs and to extracurricular academic, athletic, and social programs. The enrolling district will ensure that children of military families who are subject to frequent moves and deployment of their parents are enrolled in school in a timely manner and that the difficulty in the transfer of education records from a previous public school, including a public school in another state will not be a barrier to enrollment; the enrolling school district will ensure that in the student placement process, children of military families are not disadvantaged by variations in attendance requirements, scheduling, lesson sequencing, grading, course content, and assessment.

The enrolling school will facilitate the qualification and eligibility for enrollment in educational programs, and participation in extracurricular activities; facilitate the on-time graduation of children of military families and provide for the adoption and enforcement of administrative rules to implement this policy; provide for the uniform collection and sharing of information between and among public school districts and promote flexibility and cooperation between educational systems, parents, legal guardians, and students in order to achieve educational success for the student.

HOME SCHOOLING

Enrollment or Re-Enrollment of Home Schooled Students Act 863

The West Memphis School District shall afford home schooled students attempting to enroll or re-enroll the same rights and privileges as other students. To enroll or re-enroll in the West Memphis School District a home school student shall submit:

1. A transcript listing all courses and grades from the home school
2. A portfolio of indicators of the home-schooled student's academic progress, including curricula, tests taken and lessons completed; and other indicators of the student's academic progress

A school shall place a home schooled student who enrolls or re-enroll in the public school at a grade level and academic course level equivalent to or higher than the student's grade level and academic course level as indicated by the home schooled student's:

- A. Transcript and semester grades from the home school;
- B. Score of at least the 30th percentile on a national norm referenced assessment taken in the past year, and
- C. Portfolio of indicators of the student's academic progress.

If a home-schooled student does not meet the requirements of this law, the public school shall have sole authority to determine the student's grade placement and course credits based on the same methods used when a student who attended another public/private school enrolls or re-enrolls.

CURRICULUM MODULES

The elementary curriculum is designed into instructional modules. Pre- and post-assessments are given to check student mastery of the skills throughout the school year.

GRADING SYSTEM

The Board of Education directs that evaluation of student progress be based on various aspects of performance as measured against standards for the respective grade or subject. The requirements for evaluation shall take into consideration the ability, aptitude, cultural background, and other characteristics of the student. Grading shall be based on (1) achievement as it reflects a reasonable and conscientious effort on the part of the pupil to fulfill in quantity and quality the requirements of the course, (2) the ability of the pupil as it relates to the pupils demonstrated effort.

Grading and reporting shall serve to show those concerned how a pupil is doing in his work. Grades can be accessed by parents/guardians online for grades 3rd-6th using the E-School Portal, Home Access Center (HAC). Grades shall not be used with the intent of rewarding or punishing a pupil. Grades assigned to students reflect only educational objectives. Grades shall be determined and reported in accordance with procedures as may be established by the Superintendent and the Board.

The West Memphis School District uses the following academic grading system:

1. **Kindergarten-2nd Grade**

M=Mastery	Student has mastered the skill
P=Progressing	Student is progressing towards mastering the skill
N=Not Yet	Student has not yet progressed towards mastering the skill

2. **Grades 3-6**

A= 90 – 100	Proficient = working on grade level
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B= 80 – 89	Proficient = working on grade level
C= 70 – 79	Proficient = working on grade level
D= 60 – 69	Basic = working below grade level
F= 59 – and below	Below Basic = working below grade level

3. **Grades seven through twelve**

- A – Denotes excellent work
- B – Denotes above average
- C – Denotes average work
- D – Denotes lowest passing grade
- F – Denotes failing

4. **Grading scale: Advanced Placement, ADE Approved Honors courses and IB**

- A= 5 points 90 -100
- B= 4 points 80 – 89
- C= 3 points 70 – 79
- D= 2 points 60 – 69
- F= 0 points 59 and below

“Weighted Credit” means additional quality points for designated ADE Approved Honors courses and AP and IB courses. Weighted credit for designated AP or IB course will be contingent upon the AP teachers obtaining training as outlined in section 4.0 and 4.02 and the IB teacher obtaining training as outlined in section 4.03 and 4.05 of rules governing AP and IB courses; the student taking the entire AP or IB course offered in a particular subject; the student completing the applicable test offered by the College Board for AP courses at the end of the AP course or the applicable test offered by the IBO at the time prescribed by the IBO.

Policy Adopted 11-20-2007

RETENTION POLICY

Students in grades 3-6 who have a D or an F (Basic/Below Basic) or students in kindergarten-2nd grade who have an N (Not Yet) for the yearly average in **math and/or literacy** are working below grade level. The child’s progress will be measured on a variety of criteria to determine if sufficient progress has been made for promotion. The decision for retention of students working below grade level will be made by the building principal, instructional coach, and classroom teacher. A referral to special education does not reverse the recommendation of retention from the principal or classroom teacher.

Parents will be notified in February of the possibility of a student’s retention. School personnel will request a conference with the parents to discuss the student’s educational concerns. Any student who does not score at the ready/proficient level on the state assessment in reading, writing, and mathematics shall continue to be provided remedial or supplemental instruction until the expectations are met or the student is no longer subject to compulsory school attendance.

SUMMER SCHOOL

When summer school is offered, students may attend based on the recommendation of the teacher, parent, or principal. Student placement will be based on a variety of criteria. Priority will be given to students who are marginally proficient and below.

TEXTBOOK POLICY

Appropriate textbooks are issued to all students regardless of disability. In classes where textbooks are required, textbooks will be issued for students to take home daily including the Alternative

Learning Environment. Chromebooks may also be issued to be used in the school day. Fines will be levied for those damages greater than the normal wear and tear on the book/chromebook.

CONDUCT GRADES

- E-Excellent
- S-Satisfactory
- N-Needs Improvement
- U-Unsatisfactory

ELEMENTARY HONOR ROLL/PRINCIPAL’S LIST

A 3rd-6th grade student will be placed on the Honor Roll if he/she has earned a number of A’s that is equal to or more than the number of B’s he/she has earned and is working on grade level. Students in grades 3rd-6th will be placed on the Principal’s List if he/she has earned all A’s and is working on grade level. A student must maintain a grade of “S” in citizenship to be considered for the Honor Roll or Principal’s List. Students will receive a U in conduct for the quarter if they are suspended from school.

A student in kindergarten-second grade may be awarded attendance and citizenship certificates at the quarterly and year-end awards programs.

RULES GOVERNING PUBLIC SCHOOL END-OF-COURSE ASSESSMENTS

Students in grades K-6 will take the End of the Year assessment as determined by the Arkansas Department of Education.

End-of-Course Exams:

- Algebra
- English
- Geometry
- Biology

Geometry and Biology End-of-Course Exams:

- Students not scoring “Proficient” must have an AIP and participate in order to receive credit for the course.

Algebra I End-of-Course Exam:

- Students in Algebra I must score at the “Proficient” level or have an AIP and participate in remediation

Act 478 Civics Test for Graduation

Beginning in the 2018-2019 school year, in order to receive a high school diploma from a public school or a high school equivalency diploma from a state entity, a student shall:

- (A) Take a test that is identical to the civics portion of the naturalization test used by United States Citizenship and Immigration Services; and
- (B) Correctly answer at least sixty (60) of the one hundred (100) test questions. A student may retake the test as many times as necessary to achieve a passing score

The State Board of Education shall determine the method and manner by which to administer a test that is identical to the civics portion of the naturalization test used by the United States Citizenship and Immigration Services.

Exemptions: (1) IEPs and (2) students over 18 seeking a high school equivalency diploma (GED).

Act 480 and Act 466 of 2019 Personal Finance Standards

Beginning with the 9th grade class of 2017-2018, each public high school student shall be required before graduation to earn a credit in a course taken in grades 10, 11, or 12 that includes the personal and family finance standards (includes income, money management, spending and credit, saving and investment, job seeking skills, soft job skills and employment benefits. The Arkansas Department of Education will develop the standards.

Act 466 of 2019 allows schools to offer personal and family finance course in grades 9-12. This is a graduation requirement beginning with the 2019-2020 junior class.

5.16—COMPUTER SCIENCE COURSE PREREQUISITES AND PROGRESSION

Traditional Progression

A student who has not previously received a computer science credit may elect to take an introductory level computer science course. A student who passes a computer science course level is eligible to take the next level computer science course in the same computer science course emphasis.

Alternative Progression

A student who does not have credit for any computer science course, the introductory level computer science course for the particular computer science emphasis, or the preceding level course for the computer science emphasis may be placed in a computer science course based on any combination of the following factors:¹

- The student’s grade point average;
- Recommendation from the student’s teacher(s);
- Completion of computer science internships or independent studies;
- Demonstration of previous computer science work by the student; or
- Proficiency report from a computer science proficiency evaluation tool.²

Notes: ¹ This is not intended to be an all-inclusive list of what may be considered when determining at what computer science course level a student should be placed.

² The Division of Elementary and Secondary Education and Virtual Arkansas have developed a computer science proficiency tool that districts may use.

Cross Reference: 5.12—COMPUTER SCIENCE INTERNSHIPS AND INDEPENDENT STUDIES

Legal References: Arkansas Computer Science Standards for Grades 9-12
Commissioner’s Memo COM-17-051

Act 245 of 2019

Bleeding Control Training

Beginning in the 2019-2020 school year, each public school shall provide bleeding control training as a component of a health course to be taught to students in grades 9-12. The State Board of Education, in conjunction with the Department of Health, shall develop the bleeding control training using instructional materials developed or endorsed by the American College of Surgeon Committee on Trauma, National Association of Emergency Medical Technicians or Department of Health.

HOMEWORK POLICY

The West Memphis School District considers homework to be an essential part of the instructional program. Teachers will assign appropriate and reasonable amounts of homework on a regular basis.

Homework assignments in grades K-6 should be coordinated so that the average student will not spend more than one hour on combined assignments. Homework assignments should be restricted to Monday through Thursday.

Long range assignments (i.e. projects, term papers) will be made far enough in advance so that the students with good work habits can complete the assignments without undue interference with other class work. If there are any questions about a student's homework, parents should make an appointment for a conference with the child's teacher. When homework is given, it may not count more than one averaged grade per nine weeks for that subject.

PARENT – TEACHER CONFERENCE

The Board of Education requires Parent-Teacher Conferences to be held at all schools on a regular basis to ensure understanding and cooperation between parents (or guardians) and the respective school officials. Teachers shall meet with parent(s) or guardian(s) of each student at least once a semester through a parent/teacher conference, telephone conference, or a home visit. More frequent conferences will be conducted with parents of students who are performing below standards. Student reading levels will be reported to parents during these meetings once per semester.

Parents or guardians are invited to confer with their child's teacher as often as needed. Conferences can be scheduled by contacting the school counselor or the Principal's office. It is recommended that parents contact the school for an appointment prior to coming to the school. This will allow the persons involved an opportunity to plan effectively. Teachers will be available to meet with parents during non-instructional time.

ELEMENTARY

PROGRESS REPORT DATES:

September 10, 2019 (PTC)
November 13, 2019
January 29, 2020
April 15, 2020

ELEMENTARY

REPORT CARD DATES:

October 17, 2019
January 9, 2020
March 12, 2020 (PTC)
May 22, 2020

PROTOCOL FOR HANDLING PROBLEMS OR CONCERNS

If the parent has a problem or concern with any school matter, we ask that you follow the steps below to help resolve the issue.

1. Call the school or send a note to the teacher to schedule a conference.
2. If the concern is not resolved, the parent should then schedule a conference with the principal.
3. The teacher should be included in the parent/principal conference if deemed necessary by the principal.
4. If the matter is still not resolved, the parent may call and schedule an appointment with the Assistant Superintendent of Elementary Education.
5. After following the above steps, if the matter still is not resolved, the parent may call and schedule an appointment with the Superintendent of Schools.

EMERGENCY RESPONSE PLAN

The West Memphis School District has developed an Emergency Response Plan that is designed to minimize danger to anyone occupying a school in an emergency. Our main objective is to attend to the health and welfare of our students in the event of a crisis. *In most emergencies, your child(ren) will remain and be cared for at the school site. If the building becomes so dangerous that reentry is prohibited (gas leak, etc.), your child will be transported to the most appropriate facility.*

We ask that you follow this procedure if you hear of any school emergency:

- Turn on your radio or television-FM 92.5, 93.5, WMC Channel 5, WREG Channel 3, WHBQ Channel 13, WPTY Channel 24, or District Blackboard Connect. We will keep the media informed of any emergency.
- Check your email and/or text messages for automated messages
- Look on the district Facebook page

- DO NOT telephone the school. We have limited phone lines and these must be used to respond to the emergency.
- DO NOT come to the school unless you are requested to pick up your child. Any emergency involving your child’s school may mean emergency vehicles and workers must be able to get to the building. If the emergency necessitates relocation of staff and students, you will be informed via media.

HEALTH SERVICES POLICY

The West Memphis School District provides students with the health training needed to ensure that they have learned the necessary skills to develop a life-style of healthy habits. Health instruction is taught at every grade level through the classroom teachers, guidance counselors, school nurses, and community resource persons.

The school nurse provides the following services to all schools:

1. Consultation on non-emergency medical problems.
2. Is liaison between school, home and health facilities.
3. Checks student health records.
4. Performs vision and hearing screenings and other age appropriate screenings.
5. Provides schools with first aid supplies.

WELLNESS POLICY

If a student is absent due to a contagious illness that is accompanied by a fever, the student must be fever free for twenty-four hours before returning to school. The same 24 hour rule applies to any contagious disease even if there is no fever or for fever only. **Personal hygiene** is vital to a student’s mental, emotional, and physical good health and well being. Students should report to school well groomed and clean. Students sent home with head lice may not return to school until cleared by school personnel.

DRUG AND MEDICATION

The WMSD has a “NO DRUG TOLERANCE” policy. No drugs of any kind will be allowed on the student without prior written approval. Students requiring prescription asthma inhalers and auto-injectable epinephrine will be allowed to carry and self-administer according to Act 1694 if the parent/guardian provides written authorization and medical documentation from the medical provider and the student demonstrates the skill level and responsibility to use and administer the asthma inhaler or auto-injectable epinephrine, or both. Students requiring medication during school hours are to submit a “medication administration request form” signed by the parent, which indicates the name of the drug, the time, amount, and frequency that the medication is to be given. These forms are available in the principal’s office. All prescription and non-prescription drugs brought to school must be in the original container and with a proper label. Only medications given 3 or more times daily are to be brought to school or at a set time during school day ordered by doctor. If ordered after breakfast, it must be given at home. Medication is not to be sent in any other container or wrapper (e.g. plastic wrap, aluminum foil, envelop, etc.) The parent may ask the pharmacist to provide a second container so that the medication can remain at school. Prescriptions for long term health problems are to be updated yearly at the beginning of the school year and as needed throughout the school term. Medication will be administered by an assigned staff member. Students in secondary schools may obtain permission to self administer medication, which may be granted by following written medication guidelines. Medication will be stored in the office or health room. Medications are not to be stored or dispensed in the classrooms.

Act 247—Use of Sunscreen

A student may possess and use a topical sunscreen to avoid overexposure to the sun without written authorization from a parent, legal guardian, or healthcare professional while on school property or at a school-related event or activity if the sunscreen is approved by the United States Food and Drug Administration for over-the-counter use.

This does not require a member of school personnel to assist a student in the application of sunscreen nor does it create any liability or immunity for a school or a member of school personnel.

CAFETERIA

The West Memphis School District is pleased to announce the district will participate in the Community Eligibility Provision during the 2019-2020 school year providing meals, regardless of eligibility category, at NO CHARGE for all students at all West Memphis School sites participating in the National School Lunch Program or School Breakfast Program, unless otherwise notified. This is made possible through the United States Department of Agriculture (USDA) Special Assistance Certification and Reimbursement Community Eligibility Provision. Federal reimbursement for meals is based on the Identified Student Percentage (ISP) established by the District. The information used to establish the ISP will be made available only to State and Federal officials for review. All adults, e.g., visitors, teachers, support staff members, and administrators of the district must assume the full cost of the meal which will be announced at a later date. *Parents/Guardians are not allowed to bring food into the cafeteria for any child other than their own while lunch is being served.*

TELEPHONES

Office telephones are for official school use only. Students may not use school telephones to make personal calls. In case of emergency, teachers, or office personnel will call the child's parents or guardian. (Refer to G-13 for use of cell phones and other devices under Category I of student conduct codes.)

DRESS CODE

A student-worn article of clothing or manner of hair style or make-up determined by the teachers and principal to be disruptive of the learning environment or hazardous to the health and safety of the child and/or teacher shall not be allowed. If the student ignores the required changes asked by the principal, he/she shall be subject to disciplinary action (see G-11 under consequences for breaking rules Category 1 section). Parents and visitors are asked to help us as role models by dressing appropriately when visiting the school campus or while attending any school function. Students are prohibited from wearing, while on the grounds of a public school during the regular school day and at school-sponsored activities and events, clothing that exposes underwear, buttocks, or the breast of a female as required by law. This prohibition does not apply to costumes or uniforms in a school-sponsored activity or event.

STUDENT LEADERSHIP ROLES

Students will be given the opportunity to take on leadership roles during the course of the school year. Some of these roles may be, but are not limited to the following:

- Fire marshals
- Bookstore helpers
- Office helpers
- Flag raisers
- Ambassadors
- Hall monitors
- Outside monitors

EXTRA CURRICULAR ACTIVITIES

All kindergarten through sixth (6th) grade students participating in extra-curricular activities or field trips must meet the following criteria. The student must:

1. Have regular attendance during the semester of the activity (has not exceeded the number of unexcused absences allowed).
2. Not have been suspended from school during the semester of the activity.
3. Not have excessive discipline referrals during the attendance quarter of the activity.
4. Have written parental permission.

GIFTED AND TALENTED

The process for placement in this program is an all-inclusive model. At the end of the 2nd grade year, all students are given the NNAT, a nonverbal test of reasoning, and the Williams Test, a nonverbal test of creativity. In addition, scores from the state assessment, the norm referenced test, and recommendations are used to qualify students for the program. The gifted and talented program for West Memphis is a pull-out program. Students in K-2 will be served through the Talents Unlimited program. Parents and teachers may refer students for placement in the GT program if they meet the criteria for the program. The G/T program has begun to incorporate Science, Technology, Engineering, Art and Mathematics (STEAM) into their current academic rigor. The addition will focus on coding and simple robotics for elementary students, with a more intense concept taught in the secondary schools.

DISCIPLINE

The West Memphis School District is committed to excellence in its school program and considers discipline essential to the educational process. The district believes all students have a responsibility to behave in a manner which allows teachers to teach and students to learn. The district believes pupil conduct should be maintained with procedures that advance the purposes of education while remaining consistent with applicable state law and established board of education school policy.

Classroom Rules

1. Follow the teacher's directions the first time they are given.
2. Bring books, paper, pencil and completed assignments to class.
3. Keep hands, feet and objects to oneself.
4. No vulgar language, rude gestures, or threats.

Lunchroom Rules

1. Follow directions the first time they are given.
2. Do not **throw, share, or play** with food.
3. Clean up the table after eating.
4. Put trays up quietly and neatly.
5. Walk, don't run.
6. Speak softly at all times (no vulgar language).

Hall and Restroom Rules

1. Follow directions the first time they are given
2. Walk; no running.
3. Move quietly.
4. Keep hands, feet, and objects to oneself.
5. No vulgar language, rude gestures, or threats.

Outside Activity/Physical Education Rules

1. Follow directions the first time they are given.
2. Play in designated areas.
3. Use playground equipment appropriately.
4. Do not fight or play fight.
5. Do not use vulgar language or tease.
6. Do not throw dangerous objects.
7. Tennis shoes **should** be worn for Physical Education.

Students are not permitted to buy, trade, or sell on school premises without prior approval of the principal. Students should not bring toys or other items to school that might cause a disruption in the classroom. ANY ITEM THAT CAUSES A DISTRACTION IN CLASS WILL BE TAKEN FROM THE STUDENT AND RETURNED AT THE PRINCIPAL'S DISCRETION (See G13 regarding cell phones/electronics).

Positive Rewards for Good Behavior

1. Smile-o-grams, happy grams, or positive notes sent to parents
2. Additional computer time
3. Positive phone calls and progress reports to parents
4. Work as classroom aides
5. Immediate rewards, stars, stickers, etc.
6. Lunch with teacher
7. Citizens of the day or week
8. Work with librarian
9. Wear a special button
10. Spotlighting of student's work

Behavior Disruptions

Behavior disruptions include fighting, inappropriate language or gestures, insubordination, stealing, cheating, *sexual harassment/conduct (verbal, written, or physical), immorality, unmanageable conduct, infectious diseases, endangering the health and safety of others, being abusive (verbally and/or physically) to any student or school personnel, damaging school property (parents or guardians shall be expected to make restitution for all damages to school property-such as books, desks, windows, etc.), or being in possession of illegal weapons, laser beams, selling/using drugs or alcohol, possessing drug paraphernalia, possession of cellular phones, beepers, paging devices, or similar communication devices, or any other electronic device that may cause a disruption of the school day. Children on suspension will not be allowed to participate in any school activity (See extracurricular activities).

*Any child that has been subjected to possible sexual harassment should report the incident to the building Principal immediately.

BUS REGULATIONS

Children who are provided with bus transportation by the West Memphis School District are subject to school regulations while on the bus. It is especially important that the following rules be obeyed:

1. Follow the bus driver's directions and orders. The bus driver is in charge of the bus at all times.
2. Remain in seats.
3. No fighting or rough behavior.
4. No shouting or loud talking.
5. No hands, feet, or heads outside the windows at any time.

Misconduct on the bus will be reported to the principal by the bus driver. Students who misbehave may have their bus privileges suspended by the principal. When school buses are used for field trips, the above rules should be followed. Students will be required to ride the bus (any exceptions of this rule must be cleared in advance by the building principal).

CORPORAL PUNISHMENT POLICY

Corporal Punishment may be administered by any certified employee of the district to any pupil for disruptive or unmanageable conduct, insubordination, profane, violent, vulgar or insulting language or other conduct that would tend to disrupt the educational process. Except for those acts of misconduct which are so anti-social or disruptive in nature as to shock the conscience, corporal punishment shall not be administered unless an attempt has been made to modify the pupil's behavior by some means other than corporal punishment and unless the pupil has been told that a continuation or repetition of his behavior may lead to corporal punishment.

The Board directs that corporal (physical) punishment, when deemed necessary, will be administered according to the following requirements:

1. It will be administered in the presence of a school administrator or his/her designee who shall be advised in the presence of the student the reason for the punishment.
2. It will not be administered in the presence of other students, not in a spirit of malice or anger, nor will it be excessive.
3. It will be administered to the lower posterior only.
4. Refusal to take corporal punishment may result in suspension.
5. The principal will be notified when it is administered and a written report signed by the employee administering the corporal punishment stating the reason for the punishment, the punishment and the name of the witness.
6. On request, the parent shall be informed in writing of the reasons for punishment and the name of the witness.

Act 557 of 2019 Corporal Punishment

A school district that authorizes the use of corporal punishment shall not use corporal punishment on a child who is intellectually disabled, non-ambulatory, non-verbal, or autistic. An employee or volunteer who administers corporal punishment to a child who is intellectually disabled, non-ambulatory, non-verbal, or autistics is not subject to the protection against civil liability, attorney's fees, and cost of defense under subdivision (a) (2) (A) of Section 3 of Act 557.

SUSPENSION/EXPULSION

Prior to any suspension, the school principal or his/her designee, shall advise the student in question of the particular misconduct of which he/she is accused, as well as the basis for the accusation. The pupil shall be given an opportunity at that time to explain his/her version of the incident. Written notice of suspension and the reason(s) for the suspension shall be given to the pupil and/or parent. All efforts will be made to contact the parent/guardian the day of the suspension using the numbers on the emergency card. Students will receive a grade of 0 for all class work missed during the suspension. However, students will be expected to do the assignments to learn the skill(s) taught during the suspension. Students who are suspended are not allowed on any school campus during the time of the suspension.

Any expulsion will be done so on the recommendation of the Superintendent of Schools. If the student is to be expelled from school, the student should immediately be advised of the particular conduct in question. The district should immediately notify in writing the student's parents, legal guardian, or person acting as a parent and state the charges against the student and the district's intended action. The district shall hold a full evidentiary hearing before the school board to consider whether or not the student should be expelled. At the hearing, the student may represent himself/herself or he/she may select a representative. The student may cross-examine all witnesses. The student/representative is entitled to offer evidence in his/her favor.

The Superintendent and the Board of Education shall complete the expulsion process of any student that was initiated because the student possessed a firearm or other prohibited weapon on school property regardless of the enrollment status of the student.

For Students who are expelled for possessing a firearm or other prohibited weapon, the District shall establish programs, measures, or alternative means and methods to continue student engagement and access to education during a student's period of expulsion. The District's program shall include offering an expelled student an opportunity for enrollment in digital learning courses or other alternative educational courses that result in the receipt of academic credit that is at least equal to credit the expelled student may have received from the District if the student had not been expelled.

Notes: To satisfy a student’s due process rights, make sure that all the IDEA requirements are met for students receiving special education services.

¹ The ten (10) school days are on a traditional school calendar. If your district uses a 4x4 block

schedule, the number of days of suspension will need to be modified accordingly.

² The current law governing parental responsibility is A.C.A. § 5-27-210

DANGEROUS WEAPONS

West Memphis School District has an obligation to protect its property, its students, its personnel and its patrons at any sponsored activity. To enforce this policy, no student shall be allowed to have in his/her possession or control any weapon. A weapon is considered as any device or object that may be used to inflict injury to any student, teacher, personnel or school property.

A school activity shall consist of any activity on school property or outside of school property involving school personnel, students, teachers or patrons.

Any person or persons entering school district buildings or property, or at any sponsored school activity may be required to submit to examination by the use of a metal detector scan device and personal search if necessary. No weapon shall be brought into West Memphis School District buildings, or its property, or at its school functions either in person or contained in bags or parcels. Those items shall also be subject to investigation through the use of metal detector scan devices.

If detection indicates any item which is considered as a weapon either upon a person or within bags or parcels in their possession, such person or persons shall be suspended and recommendation shall be made to the board of Education that such person or persons be expelled from West Memphis School District. Refusal by a person or persons to such metal detection devices shall also be grounds for suspension and recommendations for expulsion.

Inspection by the use of metal detector scan devices may, from time to time, be made of all persons of a particular classroom or at a particular activity.

Based upon reasonable grounds of suspicion of a violation of this policy, or of any ordinances of the City of West Memphis, Arkansas, or of any statutes of the State of Arkansas, or any Federal enactments, the use of a metal detection scan device shall not restrict the right of the school district from the use of any other type of detection.

GANGS AND GANG ACTIVITY

West Memphis School District maintains a zero tolerance policy for students who participate in any gang or gang related activity, whether actual or impersonated. West Memphis School District defines a “gang” as any ongoing alliance or association of two or more individuals, formal or informal, having as one of its primary activities the commission of criminal acts or purposeful violation of school policy or as otherwise defined by law. Inherent to the gang’s structure is a common set of identifying traits including names, signs, colors, hand gestures, and symbols.

The following conduct or activity is prohibited and subject to discipline ranging from an initial warning accompanied by parent contact to assigned periods of short-term suspension to administrative recommendation to the school board for long-term suspension or expulsion:

1. Displaying, possessing or distributing any clothing, jewelry, emblem, visible body marking, or literature that communicates or symbolizes affiliation with a gang.
2. Communicating gang affiliation through either verbal or nonverbal methods including, but not limited to, hand gestures, drawing, electronic texting, and postings on social media sites including, but not limited to, Facebook and Twitter.
3. Tagging school or personal property with gang related symbols.
4. Harassment, intimidation, or solicitation directed toward a student, staff member, or their family members relative to gang activity.

In the interest of public safety, students who are disciplined for exhibiting gang conduct or activity will be prohibited from attending all school sponsored activities including, but not limited to, school district sponsored sporting events, school district sponsored field trips, and school district sponsored graduations or other similar programs, assemblies and ceremonies. The length of the prohibition will be determined by the West Memphis School District. (see S-17 under Category 2 Severe Disruptions)

STUDENT ARREST PROCEDURE-Video Recording of the Event and Taking Statements

If an arrest is made on any of our campuses and the events are on video, the video recording immediately becomes evidence and must be duplicated and turned over to the appropriate law enforcement authorities. Administrators are instructed not to allow parents or guardians to view the video. If a parent or guardian wishes to see the video, the parent or guardian should be instructed to view the video in the law enforcement authorities’ office.

If statements of the incident are taken from students or employees, the statement must state exactly and explicitly what was said. **DO NOT LEAVE ANYTHING OUT.** The written statement must read exactly how it was said. Do not omit or change any wording. The written statement becomes evidence and must be accurate and clear.

SEARCH AND SEIZURE-School Property

The Board of Education fully recognizes the implications of constitutional law in the area of student privacy. The Board is equally aware that such tangible personal property items as student desks, student lockers and related properties are and remain the property of the Board of Education.

The Board of Education is charged with maintenance of such property items and thus, authorizes inspection for any maintenance related reasons. With respect to opening said student lockers or desks for other reasons, the following shall be considered applicable throughout the School District.

A. Locker Searches

1. Students shall be informed of the use of school lockers when locker assignments are made.
2. Searches shall be made only by the building principal or an official duly authorized for that purpose by the building principal with a witness present. The search of a particular locker should be made only upon a reasonable assumption that the student is secreting evidence of an illegal act or contraband materials.
3. Blanket searches of every locker shall not be permitted except in unusual circumstances, such as a bomb threat.
4. If practical, the student should be given the opportunity to be present when a search of personal possessions of the locker is conducted, and if there is no reason to believe that the student’s presence would be a threat to the safety of the student or others.

B. Personal Searches

A search of a student’s person shall be limited to a situation in which the administration has reasonable belief that the student is concealing evidence of an illegal act, or has violated a school rule.

Dangerous items (such as firearms, weapons, knives), controlled substances as defined by Act of 1971, as amended, and other items which may be used to disrupt substantially, the educational process, shall be removed from the students possession and shall be reported and transmitted to the proper authorities.

1. An adult witness shall be present when a personal search is conducted.
2. Students should be asked for their consent prior to a personal search. A search warrant shall be obtained if a student objects to a personal search, unless there is reasonable cause to believe that a dangerous weapon such as a gun or knife is being concealed.
3. A pat down search of a student’s person shall be done by a school official of the same sex and with an adult witness present.

INTERROGATIONS OF STUDENTS

A student enrolled in the School District shall not be interrogated by any law enforcement authority on public school property during regular school hours without the knowledge of the school's principal or his designee. All interrogations shall be conducted in private, with an official school representative (principal or his designated representative) present unless the student is being interrogated for child maltreatment. No publicly supported school, facility, or institution may deny access to any official investigator conducting a child maltreatment case and the investigator shall have the discretion in the child's best interest to limit the persons allowed to be present during the interview. A reasonable effort shall be made to have a parent or guardian present (except during a maltreatment interview or as required by law). In those instances where a parent cannot be present within a reasonable period of time, school officials must allow interviews by law enforcement officials/official investigator to proceed in the absence of the parent or guardian. Other non-school persons shall not interview students at school with the exception of parents or guardians.

DISCIPLINE POLICY REVIEW

To ensure that the West Memphis School District Student Discipline Policies are consistent with state and federal law, developing case law, and Department of Education guidelines, our student policies are reviewed annually by the West Memphis School District Student Handbook Committee. The committee meets annually during the month of June. Teachers, parents, or students may request and receive a hearing to consider revision of the policies or particular provision of the policies by submitting written notice to the WMSD Student Handbook Committee seven days prior to the first Friday in June. The written notice may be mailed to Willie J. Harris, P.O. Box 826, West Memphis, Arkansas 72303.

Parents of students served by the West Memphis School District have a right to request information regarding the professional qualifications of their child's classroom teachers and paraprofessionals.

SERVICES FOR STUDENTS WITH DISABILITIES

The West Memphis School District provides indirect, co-teaching, resource, and self-contained services for students' ages 3-21 who qualify for services according to IDEA eligibility. The WMSD implements Response-to-Intervention procedures as part of the special education referral process. The policies of the WMSD are followed according to the Department of Education procedures and guidelines.

DISCIPLINE OF STUDENTS WITH DISABILITIES

According to IDEA regulations (2006) a student with a disability who violates a code of student conduct may be considered for removal to an interim alternative educational setting or suspension up to ten days according to the general rules and regulations of the school district. A district is only required to provide services to students with disabilities who have been removed for less than 10 days if the district provides services to students without disabilities when they are removed less than 10 days. A student with disabilities who is suspended or placement is changed for more than 10 days in a school year must receive a case-by-case special education due process review to determine if the misconduct is a manifestation of the student's handicapping condition and degree of appropriate services. This conference must take place within 10 days of the decision to suspend or change the student's placement.

504 of the REHABILITATION ACT-POLICIES

Location and notification

The West Memphis School District annually:

- a) Undertakes to identify and locate any school age person residing in the District who is not receiving a public education; and
- b) Notify their parents or guardians, or the person, if over 18 and not graduated from high school, of the School District's obligations under Section 504 of the Rehabilitation Act.
- c)

Free Appropriate Public Education

- a) The School District provides a free appropriate public education to each school age person who qualifies as a person with a disability under Section 504 who resides within the district or to whom the district otherwise owes a responsibility for education, regardless of the severity of the person's disability.
- b) A free appropriate public education under Section 504 is the provision of regular or special education and related aids and services that are designed to meet individual educational needs of the student with a disability as adequately as the district meets the needs of students without a disability.
- c) To provide a free appropriate public education consistent with Section 504, the School District provides services consistent with the policies outlined below under the headings Educational Setting, Evaluation and Placement, and Procedural Safeguards.
- d) Implementation of an Individualized Education Plan developed in accordance with the Individuals With Disabilities Education Act for those students also determined to be eligible under that Act meets the requirements of Section 504 for those students.
- e) The School District may place a student with disability or refer such student for aid, benefits, or services other than those that it operates or provides as its means of carrying out its obligations under Section 504. If so, the District will remain responsible for ensuring that the requirements of this subpart are met with respect to any student with a disability so placed or referred.

Free Education

For the purpose of providing a free appropriate public education, the provision of a free education is the provision of educational and related services without cost to the student with a disability or to his or her parents or guardian, except for those fees that are imposed on not-disabled students or their parents or guardian. It may consist either of the provision of free services or, payment for services if the School District places a student with a disability or refers such person for aid, benefits, or services not operated or provided by the School District as its means of carrying out the District's obligations under Section 504. Funds available from any public or private agency may be used to meet the District's requirements of this subpart. Insurers or similar third parties are not excused from their valid obligations to provide or pay for services provided because the School District may also be responsible.

Transportation

If the School District places a student with a disability or refers such person for aid, benefits, or services not operated or provided by the School District as it means of carrying out the requirements of a free appropriate public education under Section 504, the School District will ensure that adequate transportation to and from the aid, benefits, or services is provided at no greater cost than would be incurred by the student or his or her parents or guardian if the person were placed in the aid, benefits, or services operated by the School District.

Residential Placement

If a public or private residential placement is necessary to provide a free appropriate public education to a student with a disability because of his or her handicap, the placement shall be provided at no cost to the person or his or her parents or guardian consistent with the Arkansas Department of Education regulations governing residential placement.

Placement of Handicapped Persons by Parents

If the School District makes a free appropriate public education available to a student identified under Section 504 consistent with these policies, and a student with a disability and/or the student's parents or guardian chooses to place the person in a private school, the School District is not obligated to pay for the student's education in the private school. Disagreements between a student with a disability, his or her parent or guardian and the School District regarding whether the School District

has made a free appropriate public education available or whether the School District is otherwise responsible for cost, are subject to the due process procedures below.

Non Discrimination

The School District does not exclude any qualified student with a disability from a public elementary or secondary education.

Educational Setting

- a) Academic setting. The School District educates students identified under Section 504 with students without disabilities to the maximum extent appropriate to their needs. The School District places students identified under Section 504 in the regular educational environment unless the 504 team appropriately determines that education of the student in the regular environment, with the use of supplementary aids and services, cannot be achieved satisfactorily. Whenever the School District places a student in a setting other than the regular educational environment, the proximity of the alternate setting to the student's home will be a consideration.
- b) Non academic settings. In providing or arranging for the provision of no academic and extracurricular services and activities, including meals, recess periods, and the services and activities set forth below under non academic services, the School District ensures that student's identified under Section 504 participate with students without disabilities in such activities and services to the maximum extent appropriate to their needs.

Evaluation and Placement

- a) Pre placement evaluation. The School District will conduct an initial evaluation of a student who the School District suspects may qualify as a student with a disability under Section 504 before initial identification and placement of the student under Section 504 and before any subsequent change in educational placement.
- b) Evaluation procedures. The School District utilizes procedures which ensure that:
 - 1. Tests and other evaluation materials have been validated for the specific purpose for which they are used and are administered by trained personnel in conformance with the instructions provided by their producer;
 - 2. Tests and other evaluation materials include those tailored to assess specific areas of education need and not merely those which are designed to provide a single general intelligence quotient; and
 - 3. Tests are selected and administered so as best to ensure that, when a test is administered to a student with impaired sensory, manual, or speaking skills, the test results accurately reflect the student's aptitude or achievement level or whatever other factor the test purports to measure, rather than reflecting the student's impaired sensory, manual, or speaking skills (except where those skills are the factors that the test purports to measure).
- c) Placement procedures. In interpreting evaluation data and in making placement decisions, the district:
 - 1. Draws upon information from a variety of sources, including aptitude and achievement tests, teacher recommendations, physical condition, social or cultural background, and adaptive behavior,
 - 2. Follows School District procedures to ensure that information obtained from all such sources is documented and carefully considered,
 - 3. Ensures that the placement decision is made by a group of persons, including persons knowledgeable about the child, the meaning of the evaluation data, and the placement options, and
 - 4. Ensures that the placement decision is consistent with the paragraph entitled Education Setting, above.

- d) **Reevaluation.** The School District reevaluates students identified under Section 504 at least every three years and before a change in educational placement is made.

Procedural Safeguards

The School District provides procedural safeguards set forth in Parents Rights Under Section 504 which include the right to notice, an opportunity for the parents or guardian of the student, or the student if over 18, to examine and review their child's or their own, records, the right to an impartial hearing in which the student, the student's parents or guardian may participate and to which the student, parent or guardian may be represented by counsel, if there is a disagreement.

Non Academic Services

Students with disabilities are provided an equal opportunity to participate in the school district's non academic and extracurricular services and activities. Discrimination based on disability is prohibited in the provision of such services and activities. No qualified student with a disability will be denied the opportunity to compete for non academic and extracurricular teams, membership or activities.

Preschool

The School District does not exclude qualified preschool students with disability from its preschool education program and takes into account the needs of such students in determining the aid, benefits, or services to be provided.

PARENT AND FAMILY ENGAGEMENT PLAN SUMMARY

West Memphis School District understands the importance of involving parents and the community as a whole in promoting higher student achievement and general goodwill between the schools and those they serve. Therefore, West Memphis School District shall strive to develop and maintain the capacity for meaningful and productive parental and community involvement that will result in partnerships that are mutually beneficial to the school, students, parents, and the community.

The Parent and Family Engagement Plan helps promote an understanding of each party's role in improving student learning. The West Memphis School District Parent and Family Engagement Plan, in its entirety, can be found on the West Memphis School District's website at www.wmsd.net.

WEST MEMPHIS SCHOOL DISTRICT TECHNOLOGY RESOURCES ACCEPTABLE USE POLICY

PURPOSE

The WMSD supports the use of computers and the Internet to facilitate learning and teaching. The use of technology resources shall be consistent with the curriculum adopted by the school district as well as the varied instructional needs, learning styles, abilities, and developmental levels of students.

The Acceptable Use Policy that follows provides details regarding the appropriate and inappropriate use of District computers. As a user of District computers, each individual is expected to review and understand the guidelines and procedures in this document.

SCOPE

The following procedures apply to all WMSD students, staff, and anyone using district equipment and/or connection services. These procedures cover all District computer equipment including the District computer network including wireless, and any computer software licensed to the District. Policies are put in place to protect the users and the district from cyberbullying, identity theft, and other dangers related to internet use. At the beginning of each school year, each student, regardless of age, must provide a parent-signed technology-use contract prior to utilizing the district's systems documenting agreement to policy. WMSD faculty network users are required to sign a technology-use contract, as well.

Computers owned by the WMSD are public property. Therefore, the use of computers and computer networks is a privilege, not a right. Inappropriate, unauthorized, and illegal use may result in the temporary and/or permanent suspension of these privileges AND appropriate disciplinary action AND where deemed necessary notification of federal, state or local authorities.

RESPONSIBILITY

All network users must respect and protect the rights of all other users within the district and on the Internet. The Technology Coordinator and the designated building administrator shall have the authority and responsibility to determine appropriate and inappropriate use to maintain Internet safety. The district shall not be responsible for any unauthorized charges or fees resulting from access to the Internet. The electronic information available via the internet does not imply endorsement of the content by the WMSD, nor does the district guarantee the accuracy of information received via the Internet. West Memphis School District students are all provided with a Gmail account through their school.

SECURITY

Unauthorized access to personal or district files is prohibited. "Hacking" or otherwise trying to gain access to another person's or organization's computer system is prohibited. Any user identified as a security risk or having a history of problems with other computer systems may be denied access to the WMSD network. The district also reserves the right to log network use and to monitor fileserver space utilization. The WMSD makes no warranties of any kind whether expressed or implied for the

service it is providing. The District may edit or remove any material, which it, in its sole discretion, believes may be unlawful, indecent, obscene, abusive, or otherwise inappropriate. The district shall not be responsible for any information that may be lost, damaged or unavailable when using the network. To ensure compliance with copyright laws, the WMSD shall only be responsible for software licenses purchased for the district. School websites may include student photos, but no names will be given.

PRIVACY

Users are urged not to store or transmit sensitive or personal information on District computers or servers. Any electronic material whether in the form of email, attachments, files or documents will be treated as public records under the Freedom of Information Act. The WMSD reserves the right to monitor, review, and analyze system content and usage, without prior notification to system users. The District reserves the right to disclose any electronic data to law enforcement officials, the public or other third parties.

SAFETY

To the greatest extent possible, users of the network will be protected from harassment or unwanted communication. Any network user who receives unwelcome or threatening communications shall bring these to the attention of a teacher or administrator immediately. Network users shall not reveal personal information such as address, name, phone number or information regarding another person. Parents should instruct their children about additional material that they feel is inappropriate.

Internet harassment in any form which takes place outside of the use of school equipment and /or services will be handled by legal authorities to determine if legal rights have been violated. If such is determined, consequences will also be issued by legal authorities.

PROHIBITIONS

1. Illegal activity.
2. Commercial or for-profit purposes.
3. Non-work or non-school related work.
4. Advertisement or political lobbying.
5. Transmitting hate mail, discriminatory remarks, and offensive or inflammatory communication.
6. Unauthorized or illegal installation, distribution, reproduction, or use of copyrighted materials.
7. Accessing obscene or pornographic material.
8. Inappropriate language or profanity on the network.
9. Transmitting material likely to be offensive or objectionable to recipients.
10. Intentionally obtaining or modifying files, passwords, and data belonging to other users.
11. Impersonating another user, anonymously using the network services, and disguising oneself via pseudonyms.
12. Fraudulent copying, communication, or modification of materials in violation of copyright laws.
13. Loading or use of unauthorized games, programs, files or other electronic media.
14. Disrupting the work of other users.
15. Loading software not owned by the district.
16. Modification or erasure of software without authorization.
17. Modification of system settings.
18. Destruction, modification, or abuse of network hardware and software (i.e. viruses, worms or other destructive programs).
19. "Spamming" (sending an e-mail to more than 10 people at the same time) or participating in chain letters, broadcasting messages and network games.
20. Disabling or bypassing Internet filtering system.
21. Chat rooms.

CONSEQUENCES FOR INAPPROPRIATE USE

1. Users who sign this contract agree to pay the WMSD for any losses, costs, and/or damages to equipment systems, and software that result from deliberate or willful acts.
2. General rules for behavior and communications apply when using the Internet, in addition to the stipulations in this contract.
3. Loss of access and other disciplinary actions shall be consequences for inappropriate use.
4. Illegal use of the network, intentional deletion or damage to files of data belonging to others or that of services will be reported to the appropriate legal authorities for possible prosecution.
5. Suspected vandalism will result in the immediate suspension of privileges. Vandalism is defined as a malicious attempt to harm or destroy data of another user, computer, network or resources of any of the agencies on the Internet. This includes, but is not limited to, the uploading or creation of computer viruses or worms.

NETWORK USE CONTRACT
Student Account Agreement for Technology Use
(See Student Handbook)

I have read the Acceptable Use Policy and I agree to follow the rules therein. I understand that if I violate these rules, my use of the system can be limited, restricted, or terminated and that I may face other disciplinary consequences.

I have read and discussed the rules set forth in the Acceptable Use Policy with my child. I have also instructed my child regarding any restrictions that I have against accessing materials in addition to those already listed in the Acceptable Use Policy. I have emphasized to my child the importance of following the rules for personal safety.

I hereby release the West Memphis School District, their personnel and any institutions with which they are affiliated, from any and all claims and damages of any nature arising from my child's use of, or inability to use the system, or services, but not limited to claims that may arise from the unauthorized use of the system to purchase products or services.

West Memphis School District
Cell Phone Assessment Policy

In compliance with the Arkansas Educational Support and Accountability Program, no electronic devices that include, but are not limited to, cell phones, cameras, wearable technologies, alarms, and any other electronic devices with photographic **and audio recording** capabilities **that may access the internet** are not allowed at any time during standardized testing by students.

Students must place their electronic devices in lockers and/or give the items to the testing coordinator/teacher before testing begins each day. At no time during testing will a student be allowed to have a cell phone on his/her person.

If students are found with electronic devices with photographic capabilities and/or alarms during testing, they will face disciplinary action, ranging from a minimum consequence of a suspension to a maximum

consequence of an expulsion from school and the student's name will be given to the district testing coordinator and the Arkansas Department of Education. **Student test scores may be invalidated if electronic devices with photographic capabilities and/or alarms are out and present at any time during testing.**

Exception: Use of cell phone/electronic device(s) to meet medical needs during testing must be brought to the attention of the district testing coordinator who in turn will petition the Arkansas Department of Education for accommodations. Each petition will be reviewed on an individual basis to determine the best management of device(s) during the assessment process.

Title IX Notice of Non-Discrimination

West Memphis School District does not discriminate on the basis of sex, gender, or sexual orientation in its education programs or activities. Title IX of the Education Amendments of 1972 is a federal law that prohibits sex discrimination in education. It reads: *"No person in the United States shall, on the basis of sex be excluded from participating in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance."* Title IX of the Education Amendments of 1972, and its implementing regulation, 34 C.F.R. Part 106 (Title IX). Title IX protects all people regardless of their gender or gender identity from sex discrimination, which includes sexual harassment and sexual misconduct.

Sexual Discrimination refers to an adverse act of sexual discrimination (including sexual harassment and sexual assault) that is perpetrated against an individual on a basis prohibited by Title IX of the Education Amendments of 1972 and its implementing regulations.

Sexual Harassment is unwelcome conduct of a sexual nature that includes, but is not limited to:

- *Sexual violence
- *Sexual advances
- *Requests for sexual favors
- *Indecent exposure
- *Verbal, nonverbal or physical unwelcome conduct of a sexual nature

These actions are considered sexual harassment when such conduct is sufficiently severe, persistent or pervasive that its effect, limits the individual's ability to participate in or benefit from the services, activities or opportunities offered by the school district. Acts of verbal, nonverbal or physical aggression, intimidation or hostility if based on gender or gender-stereotyping may be considered sexual harassment, even if those acts do not involve conduct of a sexual nature.

Other Sexual Misconduct refers to a physical sexual act that includes, but is not limited to:

- *Assault
- *Battery
- *Unwelcome touching
- *Rape
- *Sexual violence

Retaliation

Any person who brings forward a complaint or participates in an investigation is protected from retaliation.

Complaints: (Who to contact at each respective school campus)

Bragg Elementary School
Principal – Cassie Adams
600 N. Redding
West Memphis, AR 72301
Ph: 870.735.4196

Faulk Elementary School
Principal – Dr. Kirk Freeman
908 Vanderbilt
West Memphis, AR 72301
Ph: 870.735.5252

Jackson-Wonder Elementary School
Principal--Leeman Brown
Principal – Annette Frazier
801 South 16th
West Memphis, AR 72301
Ph: 870.735.4219

Maddux Elementary School
Principal – Kalisha Pitts
2100 East Barton
West Memphis, AR 72301
Ph: 870.735.4242

Richland Elementary School
Principal – Kristi Rice
1011 West Barton
West Memphis, AR 72301
Ph: 870.735.6443

Weaver Elementary School
Principal – Tracy Valentine
1280 East Barton
West Memphis, AR 72301
Ph: 870.735.7670

District Title IX Grievance Coordinator
Jim Robb
301 South Avalon
West Memphis, AR 72301
Ph: 870.735.1915

East Junior High School
Principal – Arther Quarrels
1151 East Goodwin
West Memphis, AR 72301
Ph: 870.735.2081

West Junior High School
Principal – Charlie Tyler
331 West Barton
West Memphis, AR 72301
Ph: 870.735.3161

Wonder Junior High School
Principal – Dr. Palmer Quarrels
1405 Madison
West Memphis, AR 72301
Ph: 870.735.8522

West Memphis High School
Principal – Gary Jackson
501 West Broadway
West Memphis, AR 72301
Ph: 870.735.3660

Elementary District Compliance
Terri McCann
301 South Avalon
West Memphis, AR 72301
Ph: 870.735.1915

Secondary District Compliance
Willie Harris
301 South Avalon
West Memphis, AR 72301
Ph: 870.735.1915

**ELEMENTARY STUDENT CONDUCT CODE
CONSEQUENCES FOR BREAKING RULES**

Failure to follow school rules while on school property (including buses) at school-sponsored events or on the way to and from school may result in disciplinary action.

Principals or other authorized district personnel will decide the type of disciplinary action to be used. In Category 1 offenses are considered general misbehaviors while Category 2 offenses are considered severe disruptions.

Students can only be suspended by the building Principal or District Administrators.

Special Education Students: If the I.E.P. committee makes a decision that a special needs student can follow regular discipline procedures, then that student will be disciplined as any other student. If the student cannot follow regular discipline procedures, the school district will follow IDEA Discipline Procedures (34CFR 300.1-300.756).

CATEGORY 1

Category 1 Offenses are considered general misbehaviors and should be dealt with by school building administrators and staff.

Disciplinary actions for Category 1 offenses may begin with a minimum consequence of verbal or written warning and reach a maximum consequence of out-of-school suspension for K-6. Normally, disciplinary actions for this category will become progressively more severe if the general misbehavior persists. However, the administrator may choose a more severe penalty, at any time, based on the student's past disciplinary record and may reduce disciplinary sanctions when warranted.

Possible disciplinary actions (unless otherwise stated) for Category 1 offenses are listed from minimum to maximum consequences.

1. Verbal or written warning
2. Time out
3. Loss of privileges
4. Student, staff, administrator, and/or parent conference
5. Counseling
6. Behavior Support Plans
7. After school detention
8. Sent home for remainder of the day
9. In-school suspension
10. Corporal punishment
11. Out-of-school suspension
12. District in-school suspension

G-1: Academic Dishonesty

Cheating on tests, copying the work of another student, or falsifying parent/guardian signatures shall not be tolerated. Cheating or copying will result in a grade of zero (0) for that test or assignment.

G - 2: Failure or Refusal to Follow Reasonable Directives of School Staff and/or School Rules and Regulations.

Failure or refusal to obey reasonable instructions from teachers, administrators, instructional aides, or any other authorized school district employee is prohibited.

G - 3: Horseplay/Minor Altercations

Horseplay is defined as the act of pushing, grabbing, patting, etc., another child, playfully and with care not to harm the recipient of the physical conduct. Horseplay is forbidden because it can result in accidental injury or hurt feelings that lead to minor altercations and/or fights. All participants engaged in horseplay and/or minor altercations will be disciplined according to the degree of involvement of each student.

G - 4: Bullying/Harassment

Behavior or actions that violate a person's right to privacy is prohibited. Continuous bullying/harassment may become a serious offense (Based on severity could result in S-13).

- A. Annoyance – To pick at or tease on a continual basis.
- B. Communication – Non-solicited oral or written communication offensive to the recipient.

**G - 5: Leaving School Grounds/Class Without Permission/
Skipping/Cutting Class**

No student is to leave class without permission. No student is to miss attending a class without the permission of a school administrator.

No student is to leave the school campus after arrival without being checked out by a parent unless the student is taken home by the appropriate school personnel. (Based on severity could result in S-19)

G - 6: Failure to Serve Detention

Any student who fails to serve detention when directed to do so by a school administrator or other authorized school personnel will receive disciplinary action.

**G - 7: Using Verbally Abusive Language, Obscene Gestures, or
Fighting Words**

Profanity, inflammatory or verbally abusive language or obscene gestures to other students is prohibited in the school environment. (Based on severity could result in S-11)

G - 8: Possession of Tobacco

The possession of tobacco products (including e-cigarettes or vapor cigarettes) of any kind on school district property or on the school bus is prohibited.

**G - 9: Possession of Mace, Chemical Agents, Multi-fingered Rings, Fireworks, Drug
Paraphernalia, Flammable devices, or Ammunition**

The possession of mace, pepper spray or other chemical agents that may cause irritation or physical discomfort and/or bodily harm, by students, on school district property is prohibited and will be confiscated by school district personnel.

The possession of multi-fingered rings, fireworks, drug paraphernalia, or ammunition is also prohibited on school district property and will be confiscated by school district personnel.

G - 10: Failure to Follow Bus Rules and Regulations

All school rules and regulations governing student behavior apply to conduct on the school bus and at bus stops.

G - 11: Inappropriate Dress and Appearance

Dress and appearance must not present health or safety hazards, cause any disruption to the educational process, or prevent the student from performing his/her academic duties properly.

G - 12: Petty Theft

Stealing pencils, pens, etc.

**G - 13: Radios, cell phones, beepers, tape players,
 cameras, laser lights, and other electronic devices**

The use of cell phones, smart watches, radios, tape players, cameras, laser lights or other electronic devices while on a school campus, a school sponsored trip or on school buses will not be permitted. These devices will be taken up and returned after school is out for the year. The policy may provide an exception for the use of a device by a student who is required to use such a device for both health and/or other compelling reasons, such as instructional use only of Ipod, Ipad, Kindle, Nook, or Tablets. The school is not responsible for any lost, stolen or damaged devices.

CATEGORY 2

Category 2 offenses are considered **severe disruptions**.

Disciplinary actions for Category 2 offenses may begin with a minimum of loss of privileges to a maximum of recommendation for expulsion. Normally, disciplinary actions for Category 2 offenses will become progressively more severe if the student continues to break the rules. However, the administrator may choose a more severe penalty, at any time, based on the student's past disciplinary record and may reduce disciplinary sanctions when warranted. Any recommendation for expulsion will be done so on the authority of the Superintendent of Schools.

Possible disciplinary actions (unless otherwise stated) for Category 2 offenses are listed from minimum to maximum consequences.

1. Loss of Privileges
2. After school detention
3. In-school suspension
4. Corporal punishment
5. Out-of-school suspension
6. District in-school suspension
7. Recommendation for expulsion

*The first time offender in this category may be suspended from 1-3 days.

*The second time offender in this category may be suspended up to 10 days.

S - 1: Assault

Assault is the willful attempt or threat to inflict injury upon the person of another, coupled with the apparent present ability to do so. Any display of force that would give the victim reason to fear bodily harm is assault, even if touching or striking does not occur.

S - 2: Battery

Battery is the carrying out of an assault with force and violence.

S - 3: Theft/Theft by Receiving

The act of burglary and/or larceny will not be tolerated. To steal school property or property belonging to another person or to knowingly receive stolen property is prohibited.

S - 4: Gambling

Playing a game of chance for something of value shall not be tolerated.

S - 5: Fighting

Mutual combat in which participants intentionally inflict bodily injury to another person is prohibited. All participants in a fight will be disciplined according to the degree of involvement of the participants as well as the repetitiveness of the infraction.

S - 6: Public Displays of Affection, Sexual Misconduct, Sexual Harassment

Sexual harassment is sex discrimination under Title 9. Disciplinary action will be taken toward students who show displays of affection, make sexual contact, have possession of sexually explicit material, or attempt to make sexual contact toward another student. Any sexual harassment complaint should be reported immediately to the principal, assistant principal, or teacher. This is school board policy and the school will not tolerate such episodes.

S - 7: The Use of Profanity Directed To or About a Staff Person.

The use of profanity, violent/abusive language or gestures, obscene gestures, or slander directed to or about a staff person by a student or adult shall not be tolerated.

S - 8: False Alarm

The act of pulling or calling in an alarm of a fire, bomb threat*, or emergency without a lawful purpose is prohibited. (***Police notification is required.**)

S - 9: Loitering

Lingering on the grounds of a school or within 1000 feet of the school, without good cause and permission of school administrator, is prohibited. No suspended and/or expelled student is allowed on district property, for any purpose, while serving a suspension/expulsion without the permission of an administrator.

Students from another school campus or non-students are not allowed on school property during school hours without permission from a school official.

S - 10: Breaking and Entering/Vandalism

The act of breaking into property belonging to another person or belonging to the school district is prohibited.

The act of intentionally destroying property, cutting, defacing, or otherwise damaging property belonging to another person or belonging to the school district is prohibited. Also, intentionally destroying, modifying, or abusing computer hardware or software, and computer files or accessing the computer files of others is prohibited. The parent/guardian shall be responsible for all damages to property caused by his/her child. An administrator may reduce disciplinary sanctions according to the value of the property.

S - 11: Disorderly Conduct/Hindering/Interfering with a School Function

Inappropriate behavior that substantially disrupts, interferes with, or is likely to disrupt or interfere with any school function, activity, or school program is prohibited. The continuous confiscation and/or use of items listed in G-13 will be considered a disruption of the school program as listed above.

S - 12: Failure to Permit a Lawful Search or Inspection by a School Official

The act of preventing or impeding a school official from conducting a search or inspection is prohibited.

S - 13: Bullying/Harassing Communications

Harassing communication on school property is prohibited. The use of the voice, the telephone, telegraph, the mail, e-mail, cyberbullying, Facsimile (FAX), or any other form of written, verbal, texting, or electronic communication that intimidates, annoys, causes alarm, or threatens harm to another person, is deemed in violation of this rule. To knowingly allow another person to use a telephone or other electronic device under your control for such a purpose is a crime. To violate another person by using sexually explicit language or gestures is also prohibited.

The unauthorized use and abuse of the computer to visit sexually explicit websites, or to access, store or distribute obscene pornographic or inappropriately suggestive material is prohibited.

Severe bullying can also include: intentional harassment, intimidation, humiliation, ridicule, defamation, or threat or incitement of violence by a student against another student or public school employee by a written, verbal, electronic or physical act that causes or creates a clear and present danger to any student or school employee (see bullying policy).

S - 14: Forgery or Falsification of Information

The act of falsifying teacher/administrator signatures or information on official school records shall not be tolerated.

S - 15: Use of Fireworks

The use of fireworks on a school campus or at a school-related activity is prohibited.

S - 16: Use and/or Possession of Alcohol, Controlled Substances, Tobacco or Unauthorized Drugs or Substances.

The possession or use of non-prescribed narcotic, drugs, tobacco, hallucinogens, marijuana, e-cigarettes, vapor cigarettes or any unauthorized drug or substance is a violation of district policy. **(Police notification required for possession of a controlled substance.)**

S - 17: Participation in Prohibited Clubs, Street Gangs, Fraternities, Sororities or Similar Organization.

Gangs, secret societies, or other similar groups, whether organized in the community or in other setting, are prohibited on the school grounds and campus and at any school-sponsored activity.

Gang-related activities include but are not limited to such activities as wearing apparel associated with gangs, displaying gang insignia, “throwing signs” or other gestures or language associated with gangs, intimidation, and threats. Any indication of gang activity or attire will be reported to the school resource officer.

S - 18: Insubordination

Insubordination is the act of being defiant or refusing to follow instructions from any school administrator, teacher, or staff member.

**S-19: Leaving School Grounds/Class Without Permission/
Skipping/Cutting Class**

No student is to leave the school campus after arrival without being checked out by a parent unless the student is taken home by the appropriate school personnel.

S - 20: Use of Multi-fingered Rings, Chemical Agents, Flammable Devices

The use of pepper spray, mace or similar chemical agents, laser pin lights, flammable devices or multi-fingered rings on school district property is prohibited.

S - 21: Arson

The willful and deliberate burning of or attempting to burn school property is prohibited. (**Police notification required.**)

S - 22: Drug/Alcohol Sale or Distribution

The sale or distribution of alcohol, marijuana, non-prescribed narcotics, prescribed drugs, hallucinogens, or similar substances is prohibited. (**Police notification required.**)

S - 23: Physical Assault on Staff

The act of willfully and intentionally assaulting or threatening to assault or abuse any teacher, superintendent, or other employees of a school system shall not be tolerated. (**Police notification required.**)

S - 24: Possession of Firearm

The act of possessing a firearm, on school district property or at a school-related event, whether loaded or unloaded, without written permission from a school authority is prohibited. Having a firearm on campus or any school activity may result in expulsion for a full calendar year. (**Police notification required.**)

A firearm as defined in the United States Code means:

- any weapon which will or is designed to or may readily be converted to expel a projectile by the action of an explosive;
- the frame or receiver of any weapon described above;
- any firearm or receiver of any weapon described above;
- any explosive, incendiary, or poison gas
 - (1) bomb,
 - (2) grenade,
 - (3) rocket having a propellant charge of more than four ounces,
 - (4) missile having an explosive or incendiary charge of more than one-quarter ounce,
 - (5) mine (or similar device),
 - (6) flammable device
 - (7) ammunition
 - (8) tasers/stun guns

- any weapon which will, or which may be readily converted to, expel a projectile by the action of an explosive or other propellant, and which has any barrel with a bore of more than one-half inch in diameter; any combination of parts either designed or intended for use in converting any device into a destructive device and from which a destructive device may be readily assembled.

S - 25: Use of Weapon

The act of using a weapon or firearm to cause injury or to threaten injury to another person is prohibited and may lead to expulsion from school for a full calendar year. (Police notification required.)

S - 26: Possession or Use of Explosives

The possession, use, or threat to use any explosives or other such devices capable of inflicting bodily harm are prohibited and may lead to expulsion from school for a full calendar year. (Police notification required.)

S - 27: Inciting a Disturbance or Riot

An act or conduct which results in a riot or which urges others to commit acts of force and violence or participation in a gang fight or similar disturbance at school or at school-related activities is prohibited.

S - 28: Possession of Weapon

The possession of a knife, box cutter, dirk, brass knuckle, martial arts implement, razor, ice pick, BB gun, pellet gun, pump gun, stun gun, blackjack, unauthorized tools, sword, spear in a cane, billy club, sap, or any other instrument that is specifically designed, made or adapted, or is capable of inflicting physical injury to another person, is prohibited at school or at any school-related activity. The possession of such weapons may lead to expulsion from school for a full calendar year (refer to S-25).

S - 29: Robbery

The violent taking of any goods, money or other valuable items from another person by force, threats or with a weapon shall not be tolerated. (Police notification required.)

S - 30: Terroristic Threatening

The act of threatening to cause death or serious physical injury to any person or threatening to damage any property for the purpose of terrorizing will not be tolerated. (Police notification required.)

NOTE: Students are accountable for their behavior throughout the school year. Any infraction of the rules on the last day of school shall be reviewed for disciplinary action at the opening of the following school term.

CONCURRENT CREDIT

A ninth (9th) through twelfth (12th) grade student who successfully completes a college course(s) from an institution approved by the Division of Elementary and Secondary Education (DESE) shall be given credit toward high school grades and graduation at the rate of one (1) high school credit for each three (3) semester hours of college credit. Unless approved by the school's principal, **prior to enrolling for the course**, the concurrent credit shall be applied toward the student's graduation requirements as an elective.

As permitted by the DESE Rules Governing Concurrent College and High School Credit, a student who takes a three (3) semester hour remedial/developmental education course shall receive a half (1/2) credit for a high school career focus elective. The remedial/developmental education course cannot be used to meet the core subject area/unit requirements in English and mathematics.

Participation in the concurrent high school and college credit program must be documented by a written agreement between:

- The student;
- The student's parent(s) or legal guardian(s) if the student is under the age of eighteen (18);
- The District; and
- The publicly supported community college, technical college, four-year college or university, or private institution the student attends to take the concurrent credit course.

Students are responsible for having the transcript for the concurrent credit course(s) they've taken sent to their school in order to receive credit for the course(s). Credit for concurrent credit courses will not be given until a transcript is received. Students may not receive credit for the course(s) they took or the credit may be delayed if the transcripts are not received at all or in a timely manner; this may jeopardize students' eligibility for extracurricular activities, graduation, or any academic recognition.

Students will retain credit earned through the concurrent credit program that was applied toward a course required for high school graduation from a previously attended, accredited, public school.

A student eligible to receive free or reduced price meals shall not be responsible for any of the costs for the student's first six (6) concurrent credit hours so long as the concurrent credit courses are taught on the District grounds and by a teacher employed by the District.² Any and all costs of concurrent credit courses beyond the six (6) hours permitted, that are not taught on the District's campus, or are not taught by a teacher employed by the District are the responsibility of the student. Students who are not eligible to receive free or reduced price meals are responsible for any and all costs associated with concurrent credit courses.

Notes: A.C.A. § 6-18-232 prohibits a private school or home schooled student who is attending a concurrent credit course through the district under Policy 4.59 from being charged for the concurrent course unless the district also charges the district's students for concurrent credit courses.

²The cost of the six (6) concurrent credit hours may be paid by the District, the institution of higher education, or through a cost sharing agreement between the District and the institution of higher education.

DETERMINING COLLEGE AND CAREER READINESS SCORE

Arkansas Code Annotated (A.C.A.) § 6-15-2012 requires that before a student's graduation from high school, a high school shall assess the student's college and career readiness and shall provide a transitional course designed to help the student reach college and career readiness (CCR) standards.

Arkansas schools may fulfill the requirement to determine the CCR of a student by offering any of the following assessments. Students scoring below the following benchmarks have not met the CCR determination:

Math CCR Determination	Literacy CCR Determination
19 on the mathematics section of the ACT	19 on the English section of the ACT
42 on the mathematics grade 10 PSAT	44 on the grade 10 writing PSAT
46 on the mathematics grade 11 PSAT	47 on the grade 11 writing PSAT
41 on the COMPASS Algebra test	75 on the COMPASS Writing Skills Test
39 on the ASSET Intermediate Algebra test	45 on the ASSET Writing Skills Test
460 on the math portion of SAT	450 on the writing portion of SAT
<i>Pursuant to Arkansas Higher Education Coordinating Board Policy 5.8 and 5.16.</i>	

Recognized Transitional Courses

A.C.A. § 6-15-2012(b) states, “(b) A high school shall provide for each student who does not meet the college and career readiness standards under the assessment: (1) One or more transitional courses designed to help the student reach college and career readiness standards; and (2) Related strategies to allow for accelerated skill and knowledge development consistent with the college and career readiness standards.”

Students who are unable to meet the above CCR determinations are required to receive high school credit through a transitional course. Academic advisors should work with students and parents to determine if the transitional course being offered is appropriate. Prior academic classes, scores, and post-secondary intentions should be considered when determining appropriateness of a transitional course. Transitional courses are rigorous and are not to be confused with remediation.

ANTI BULLYING POLICY FILE: FX

It is the policy of the West Memphis School District that bullying in any form by any student on the basis of a student or employee’s sex, race, national origin, or religion is strictly prohibited while in school, on school equipment or property, in school vehicles, on school buses, at designated school bus stops, at school sponsored activities, or at school sanctioned events or by an act that results in the substantial disruption of the orderly operation of the school or education environment.

Bullying means the intentional harassment, intimidation, humiliation, ridicule, defamation, or threat or incitement of violence by a student against another student or public school employee by a written, verbal, electronic or physical act that causes or creates a clear and present danger of: physical harm to the public school employee or student or damage to the employee or student’s property; substantial interference with a student’s environment for one (1) or more students or public school employees due to the severity, persistence, or pervasiveness of the act; or substantial disruption of the orderly operation of the school or education environment.

Cyberbullying or the use of computers, the websites, the internet, cell phones, text messaging, chat rooms, and instant messaging, using school equipment or non school equipment to ridicule, harass, intimidate, humiliate, or otherwise bully another student. A student will be found violating this policy if their conduct has been found to have the effect of humiliation, embarrassment, or causing undue stress on a student, and is sufficiently severe, persistent, or pervasive that it limits the student’s ability to participate in, or benefit from, an educational program or activity. The student or students who file a bullying complaint will not be subjected to retaliation in any form.

Any school employee* who witnesses or has reliable information that a student has been a victim of bullying, shall report the incident to the building principal. Students who bully other students will receive one or more disciplinary actions** listed below. The Board of Education recognizes that the consequences may vary depending on the age, grade, and/or previous incidents of the student involved.

A notice stating what constitutes bullying and that bullying is prohibited, and the consequences of engaging in bullying shall be posted in every classroom, cafeteria, restroom,

gymnasium, auditorium, and school buses. This notice will be made available to parents, students, school volunteers, and employees and a full copy of this policy will be made available upon request.

School administrators shall promptly investigate and make record of the investigation and any disciplinary action taken. School district shall provide training for all employees on the recognition and prevention of bullying.

The Board of Education encourages school employees to participate in programs or other activities designed to develop the knowledge and skills to prevent and respond to acts covered by this policy. When appropriate, the school guidance and counseling services should offer educational and social programs that help students develop skills enabling them to resolve differences and conflicts between groups.

*A school employee who has reported violations under this policy shall be immune from any tort liability, which may arise from the failure to remedy the reported incident.

**CONSEQUENCES: verbal or written warning, parent/student/school personnel conference, in-school suspension, corporal punishment, counseling, alternative school, loss of privileges, Saturday school, behavior support plan, or expulsion.

***ACT 907 of 2011

CYBERBULLYING OF PUBLIC SCHOOL STAFF (min. warning/max. expulsion)

Cyberbullying of school employees has become a national problem, subjecting school employees to many forms of intentional harassment that can be emotionally and professionally devastating. Because of the nature of online communication, students may feel they can act with anonymity and detachment when they are engaging in cyberbullying of a school employee. All methods of cyberbullying of school employees are forbidden. Disciplinary action will be taken toward students who cyberbully public school employees.

CYBERBULLYING IS A CRIME CLASSIFIED AS A CLASS A MISDEMEANOR. *Arkansas Code § 5-71-217 (2)(A)*
CONCURRENT CREDIT

West Memphis School District
Smart Core Curriculum

The West Memphis School District will teach on an annual basis the Smart Core curriculum required within the thirty-eight (38) units as specified in the Arkansas Standards for Accreditation. Beginning with the Seventh Grade Class of 2004-2005 academic year, the Smart Core Curriculum and Core Curriculum will be a standard component of the required course of study to graduate from Arkansas public schools. All students will participate in the Smart Core curriculum unless the parent or guardian waives a student's right to participate. In case of a waiver, the student will be required to participate in the Core curriculum.

In order to ensure informed understanding of the Smart Core Curriculum and courses necessary for graduation, during the spring of each year during preregistration parents and students in grades 6-12 will be provided a review of the Smart Core curriculum and course of study for graduation by the school principal or the school counselor. Additionally, parents will receive information on the Smart Core and courses required for graduation during PTA (or other parent/school organizations) meetings, Parent-teacher conference and the student handbook.

Parents or guardians will be required to indicate their choice of curriculum and course of study for graduation for their son or daughter by completing the Smart Core Informed Consent form. Parents may specify an optional waiver to the Core Curriculum by checking the appropriate space for the Core Curriculum on the Informed Consent form. The Parent or guardian's signature is required on the Informed Consent form. The signed informed consent document will be attached to each student's transcript.

Parents or guardians may reverse the informed consent agreement providing the new course of study can be completed by the end of the senior year. Parents or guardians who wish to reverse the initial informed consent agreement may do so by contacting the school counselor. If sufficient time for completing the new course of study is available by the end of the student's senior year, a new informed consent form must be completed, signed and affixed to the student's permanent transcript. The signed informed consent document will be part of the student's permanent transcript and will be sent along with other pertinent documents when students transfer to other schools or school districts.

Teachers, counselors, and administrators will receive annual training during staff meetings concerning the Smart Core Curriculum policy and the courses necessary for graduation.

A copy of the West Memphis School District's Smart Core Curriculum policy will be placed in the student handbook and filed annually with the Arkansas Department of Education.
Policy Adopted: May 11, 2004; Revised June 20, 2006

ARKANSAS GRADUATION REQUIREMENTS SMART CORE INFORMATION

For current Arkansas Graduation Requirements, please visit <http://bit.ly/ARGradRe>

English -- 4 credits

- 9th Grade English
- 10th Grade English*
- 11th Grade English*
- 12th Grade English*

Mathematics – 4 credits (or 3 credits of math and 1 credit of Computer science**)

- Algebra I*
- Geometry*
- Algebra II*
- ADE approved fourth Math credit or Computer Science Flex – 1 credit

Science – 3 credits (or 1 biology, 1 physical science, and 1 Computer Science**)

- ADE approved biology – 1 credit
- ADE approved physical science – 1 credit
- ADE approved third science or Computer Science Flex – 1 credit

Social Studies – 3 credits

- Civics* - 1/2 credit
- World History* - 1 credit
- American History* - 1 credit
- other social studies* - 1/2 credit

Oral Communication* – 1/2 credit

Physical Education* – 1/2 credit

Health and Safety* – 1/2 credit

Economics and Personal Finance* – 1/2 credit (may be counted toward Social Studies or Career Focus)

Fine Arts* – 1/2 credit

Career Focus* – 6 credits

Personal Finance – Beginning with the freshmen class of 2017-18, A.C.A. § 6-16-135 requires students to complete a course that includes specific personal finance standards in either grades 9, 10, 11, or 12.

***Category course options as listed on the ADE Smart Core**

Course Code List

****Computer Science – (optional)** A flex credit of an approved Computer Science (any course starting with 465 or 565) may replace the 4th math requirement or the 3rd science requirement. Two distinct credits of the approved computer science courses may replace the 4th math requirement and the 3rd science requirement. Once the 4th math requirement and the 3rd science requirements have been met, any additional computer science credits will be recognized as career focus credits.

Each high school student shall be required to take at least one digital learning course for credit to graduate. Smart Core is the default graduation requirements for all students; therefore, signatures are no longer required to participate. Schools should develop Students Success Plans beginning in 8th grade for all students in accordance with Smart Core requirements.

*Arkansas Department of
Education— May 9, 2019*

ARKANSAS MINIMUM GRADUATION REQUIREMENTS SMART CORE WAIVER FORM

For current Arkansas Graduation Requirements, please visit <http://bit.ly/ARGradReq>

Name of Student: _____

Name of Parent/Guardian: _____

Name of District: _____

Name of School: _____

Smart Core is Arkansas's college- and career-ready curriculum for high school students. College and career readiness in Arkansas means that students are prepared for success in entry-level, credit-bearing courses at two-year and four-year colleges and universities, in technical postsecondary training, and in well-paid jobs that support families and have pathways to advancement. To be college and career ready, students need to be adept problem solvers and critical thinkers who can contribute and apply their knowledge in novel contexts and a variety of situations. Smart Core is the foundation for college and career-readiness. All students should supplement additional rigorous coursework within their career focus.

Failure to complete the Smart Core Curriculum for graduation may result in negative consequences such as conditional admission to college and ineligibility for some scholarship programs.

STATE MINIMUM GRADUATION REQUIREMENTS

English – 4 credits

- 9th Grade English*
- 10th Grade English*
- 11th Grade English*
- 12th Grade English or Transitional English 12*

Mathematics – 4 credits (or 3 credits of math and 1 credit of Computer Science**)

- Algebra I (or Algebra I-Part A & Algebra I-Part B - each may be counted as one credit of the 4-credit requirement)
- Geometry (or Geometry-Part A & Geometry-Part B - each may be counted as one credit of the 4-credit requirement)

(All math credits must build on the base of algebra and geometry knowledge and skills.)

Science – 3 credits (or 1 biology, 1 physical science, and 1 Computer Science**)

- ADE approved biology – 1 credit
- ADE approved physical science – 1 credit
- ADE approved third science or Computer Science Flex – 1 credit

Social Studies – 3 credits

- Civics* - ½ credit
- World History* - 1 credit
- American History* - 1 credit
- other social studies* – ½ credit

Oral Communications – ½ credit

Physical Education – ½ credit

Health and Safety – ½ credit

Economics and Personal Finance – ½ credit (may be counted toward Social Studies or Career Focus)

Fine Arts – ½ credit

Career Focus – 6 credits

Personal Finance* – Beginning with the freshmen class of 2017-18, A.C.A. § 6-16-135 requires students to complete a course that includes specific personal finance standards in either grades 9, 10, 11, or 12.

***Category course options as listed under each applicable subject area in the ADE Course Code Management System**

****Computer Science – (optional)** A flex credit of an approved Computer Science (any course starting with 465 or 565) may replace the 4th math requirement or the 3rd science requirement. Two distinct credits of the approved computer science courses may replace the 4th math requirement and the 3rd science requirement. Once the 4th math requirement and the 3rd science requirements have been met, any additional computer science credits will be recognized as career focus credits.

Each high school student shall be required to take at least one digital learning course for credit to graduate.

By signing this form, I acknowledge that I have been informed of the requirements and implementation of the Smart Core Curriculum and am choosing to waive the Smart Core curriculum. I understand the potential negative consequences of this action as outlined on this form.

Parent/Guardian/Adult Student Signature	Date	School Official Signature	Date
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Arkansas Department of Education— May 9, 2019

PROTECTED HEALTH INFORMATION

The West Memphis School District Health Program is under the direction of the Health Service Team. The Health Service Team acts as a liaison between home, school, and the community. The team consists of seven nurses and a pediatric physician.

Health history and medical information obtained concerning students or staff will be kept in confidence. For the sake of ensuring an optimal learning and safe environment, some information relating to the health and safety of a student may be shared with other faculty members and emergency personnel on a need to know basis as deemed necessary by the Health Service Team and administration.

Health Service Team

Dr. David Goodman, MD
Vickie Cooper, LPN
Meredith Perry, RN
Connie Woods, RN, BSN
Kristin Allison, RN

Suzy McAuley, RN, BSN
Melissa Hutton, RN
Stacy Lancaster, LPN
Carolyn Williams, LPN

**Eligibility Criteria for
Arkansas Academic Challenge
(Lottery-funded scholarship)**

An applicant must meet the following requirements to be eligible to receive the Arkansas Academic Challenge Scholarship:

- A. The applicant must be a citizen of the United States or a lawful permanent resident.
- B. The applicant shall have been an Arkansas resident for at least twelve (12) months immediately preceding the date the applicant will enroll in an approved institution of higher education or if the applicant is less than twenty-one (21) years of age, either the applicant or a parent or guardian of the applicant shall have maintained Arkansas residency for the same period of time.
- C. The applicant shall have graduated from high school after December 31, 2009.
- D. The applicant must be accepted for admission and enrolled as a full-time, first-time freshman at an approved institution, as defined by the Department of Higher Education, within twelve (12) months of graduation from high school.
- E. The applicant must be enrolled full-time, twelve (12) semester hours or the equivalent for the first fall semester following high school graduation and fifteen (15) semester hours or the equivalent every semester thereafter.
- F. The applicant must be enrolled in a program of study, which leads to or is creditable towards a baccalaureate degree. These programs include baccalaureate nursing school diplomas.
- G. Applicants must certify that they are drug-free and must pledge to refrain from the use or abuse of illegal substances. This includes alcohol for applicants less than twenty-one years of age.
- H. Applicant must complete and submit to the U.S. Department of Education the Free Application for Federal Student Aid (FAFSA) or a subsequent application required by the U.S. Department of Education for federal financial aid.
- I. Applicant must also meet one of the following criteria:
 - a. Graduate from an Arkansas public high school and successfully complete the Smart Core curriculum established by the Arkansas Department of Education; and either:
 - i. Achieve at least a 2.5 High School GPA; or
 - ii. Achieve a minimum composite score of nineteen (19) on the ACT or the equivalent score on an ACT equivalent.
 - b. Graduate from an Arkansas public high school before the 2013-2014 school year, but did not complete the Smart Core Curriculum, shall achieve at least a 2.5 High School GPA; and either:
 - i. Achieve a minimum composite score of nineteen (19) on the ACT or the equivalent score on an ACT equivalent; or
 - ii. Score proficient or higher on all state-mandated end-of-course assessments, including without limitation, end-of-course assessments on: a. Algebra I, Geometry, and Biology. Beginning with 2013–2014 school year, students will also have to score proficient or higher on the Literacy exam.
 - c. Applicant who has a disability identified under the Individuals with Disabilities Act,

20 U.S.C 1400 et seq., as it existed on July 1, 2009 and graduates from an Arkansas public high school but did not complete the Smart Core Curriculum because the applicant's individualized education program under 6-41-217 did not require it, shall achieve at least a 2.5 High School GPA; and either:

- i. Achieve a minimum composite score of nineteen (19) on the ACT or the equivalent score on an ACT equivalent; or
- ii. Score proficient or higher on all state-mandated end-of-course assessments, including without limitation, end-of-course assessments on: a. Algebra I, Geometry, Biology, and Literacy, beginning with the 2013-2014 school year.

d. Graduate from a private or out-of-state or home school high school and achieve a minimum composite score of nineteen (19) on the ACT or the equivalent score on an ACT equivalent.



**West Memphis School District
Facilities Management**

406 S. Woods St. West Memphis, AR 72303 – (870) 735-8220

**Public Notification
Asbestos Management Plan Availability**

RE: Notification of Asbestos Inspection and Management Plan Availability

To Whom It May Concern:

The Asbestos Hazard Emergency Response Act (AHERA) required the nation's schools to conduct detailed inspections to identify all asbestos-containing materials that might be present in the school environment. AHERA required the inspection results and associated Management Plan be submitted to the Arkansas Department of Environmental Quality. A copy of the Asbestos Management Plan is housed at the office of the director of facilities for review by the public during regular office hours.

West Memphis School District maintains a proactive asbestos awareness program for all of its schools. Periodic surveillance (every six months) is performed for known asbestos in our schools and is performed by a qualified individual to assess the condition of the remaining asbestos-containing materials. A 3-year inspection of all facilities containing known asbestos is performed by a state licensed contractor. All of this information is updated in the Management Plan and is available for review.

This letter of notification is an annual requirement to the public. If there are any questions, please contact the director of facilities, Clinton Byard at (870) 735-8220.